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**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

April 09, 2024

48 April 9, 2024

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

JEFF LEVINSON  
INTERIM EXECUTIVE OFFICER

Dear Supervisors:

**FIRE DEPARTMENT**  
**FIRE STATION 61 PRIVACY & ACCESS – WALNUT PROJECT**  
**CITY OF WALNUT**  
**APPROVE REVISED PROJECT BUDGET**  
**CAPITAL PROJECT NO. 89069**  
**(FISCAL YEAR 2023-24)**  
**(SUPERVISORIAL DISTRICT 1 - 3 VOTES)**

**SUBJECT**

Approval of the recommendations will approve the revised project budget for the Fire Station 61 Privacy & Access - Walnut Project.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the recommended actions are within the scope of the Board's previous exemption finding from the California Environmental Quality Act for the Fire Station 61 Privacy & Access Walnut Project for the reasons stated in this letter and in the record of the project.
2. Approve the revised total project budget of \$274,000, an increase of \$140,000 from the previously Board approved budget of \$134,000 for the Fire Station 61 Privacy & Access Walnut Project, Capital Project No. 89069, to fully fund the scope of work. Funding is available within the existing Capital Project No. 89069 budget to cover this increase.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommendations will find that the actions are within the scope of the previous finding of exemption under the California Environmental Quality Act (CEQA) for the approved Fire Station 61 Privacy & Access – Walnut Project (project) and approve the increased project budget.

On January 10, 2023, the Board approved the Fire Station 61 Privacy & Access – Walnut Project with a total project budget of \$134,000 and authorized Internal Services Department (ISD) to deliver the project using a Board approved Job Order Contract (JOC). A necessary 2-inch drain connection from the restroom to the outside sewer line was identified and added to the scope of work. The 2-inch drain connection is approximately 100 linear feet in length and requires additional plumbing, earthwork, and concrete costs in addition to labor and materials costs.

The proposed project will remodel an existing space to accommodate an accessible, all-gender restroom at Fire Station 61. There will be no changes to the previously approved scope of work except for the inclusion of the installation and connection of the 2-inch drain connecting the restroom to the sewer line. The previously approved scope of work includes the following: removal of existing lockers, benches, flooring, carpet, and acoustical ceiling tiles; installation of T-bar ceiling tiles, grid lines, light fixtures, gypsum boards, carpeting, walls, signage, outlets, plumbing fixtures and accessories, tiles, flooring, and exhaust fans; and the installation of ADA compliant features and accessories such as door hardware, shower seats, grab bars, doors, lavatories, mirrors, and dispensers.

With respect to the Board motion on June 4, 2019, and the report back on March 13, 2020, on All-Gender Restroom Standards, this project will serve to proactively facilitate the County's goal of providing easily accessible all-gender restrooms for clients and staff.

The estimated project duration is approximately eight (8) months which includes construction and project completion.

**Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: Goal III. Realize Tomorrow's Government Today, Strategy III.3 - Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2 Manage and Maximize County Assets by investing in public infrastructure that will improve the operational effectiveness of an existing County asset.

**Green Building/Sustainable Design Program**

The proposed project will support the Board's Green Building/Sustainable Design Program by incorporating design features such as LED lighting that will optimize energy efficiency. The project will be designed and constructed to comply with Title 24 of the California Code of Regulations. Title 24 contains building standards to conserve electricity and natural gas in new and existing buildings within the State. When possible, ISD will document all Title 24 related improvements that qualify for Leadership in Energy and Environmental Design (LEED) building points to apply toward future LEED certification for the County building.

### **FISCAL IMPACT/FINANCING**

Approval of the recommended actions will increase the previously Board approved project budget from \$134,000 to \$274,000, an increase of \$140,000. The proposed revised project budget includes design, jurisdictional reviews, construction, change order contingency, and ISD county services (Enclosure A). Funding is available within the existing Capital Project No. 89069 budget to cover this increase.

#### Operating Budget Impact

The scope of work consists of the remodeling of an existing space. Therefore, following the completion of the proposed project, ISD and the Fire Department do not anticipate any one-time start-up or additional ongoing costs as a result of the proposed project.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In accordance with the Board's Local and Targeted Worker Hire Policy, updated on June 11, 2019, the proposed project budget is less than \$500,000; therefore, the "Local Worker" and "Local Targeted Worker" labor hours are not required as part of the project.

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 4, 2020, the proposed project is exempt from the Civic Art Allocation because the estimated eligible project costs are less than \$500,000.

### **ENVIRONMENTAL DOCUMENTATION**

The project was previously approved on January 10, 2023, and was determined to be exempt from CEQA. The project's scope of work has not changed except for the inclusion of a drain connection to the outside sewer line. The recommended actions are therefore still within the scope of the previous findings of exemption for the approved project under the State CEQA Guidelines in Sections 15301(a), (b), and (f), 15302, 15303, and 15311(a) and Classes 1(d) and (i), 2, 3, and 11(d) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because the approved project includes repairs and minor alterations to existing public facilities with negligible or no expansion of use, replacement of features with the same purpose and capacity, placement of small equipment and accessory structures, and installation of equipment at existing facilities.

### **CONTRACTING PROCESS**

The project was previously approved and authorized to be delivered via an ISD-Board approved JOC for the construction. The standard Board-directed clauses, including those that provide for contract termination and hiring qualified displaced county employees, are included in all JOCs.

The JOC contractor who will perform the work is required to fully comply with applicable legal requirements, which among other things, include Chapters 2.200 (Child Support Compliance Program) and 2.203 (Contractor Employee Jury Service Program) of the Los Angeles County Code, and Section 1774 of the California Labor Code pertaining to payment of prevailing wages.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommendations will have minimal impact on current county services. A temporary double shower trailer will be provided for Fire Station personnel use during the construction phase.

**CONCLUSION**

Please return one adopted copy of the board letter to the following: ISD Operations Service, the Chief Executive Office – Capital Programs Division, and the Fire Department.

Respectfully submitted,



MICHAEL OWH  
Interim Director

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Enclosures

c: Executive Office, Board of Supervisors  
Chief Executive Officer  
County Counsel  
Fire Department

**PROJECT INFORMATION SHEET  
SCHEDULE AND BUDGET SUMMARY**

<b>PROJECT :</b>	<b>Fire Station 61 Privacy &amp; Access - Walnut Budget Increase</b>
<b>CAPITAL PROJECT NO. :</b>	<b>89069</b>

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Duration</b>	<b>Scheduled Completion Date</b>
Complete Construction Documents	Complete	Sept 2021
Jurisdictional Approval	Complete	Dec 2021
Award Construction Contract	2 months following Board approval	May 2024
Substantial Completion	7 months following Board approval	Oct 2024
Project Acceptance	8 months following Board approval	Nov 2024

**II. BUDGET SUMMARY**

<b>Budget Category</b>	<b>Previously Board Approved Budget</b>	<b>Revisions since Board Approved Budget</b>	<b>Revised Budget</b>
Construction	\$ 72,000.00	\$ 88,000.00	\$ 160,000.00
Change Orders (Contingency)	\$ 17,000.00	\$ 11,000.00	\$ 28,000.00
<b>Subtotal</b>	<b>\$ 89,000.00</b>	<b>\$ 99,000.00</b>	<b>\$ 188,000.00</b>
Civic Art (if not exempt)	\$ -	\$ -	\$ -
Plans and Specifications	\$ 3,000.00	\$ -	\$ 3,000.00
Jurisdictional Review/Plan Check/Permits	\$ 9,000.00	\$ -	\$ 9,000.00
County Services (ISD Indirect)	\$ 33,000.00	\$ 41,000.00	\$ 74,000.00
<b>Total Project Budget</b>	<b>\$ 134,000.00</b>	<b>\$ 140,000.00</b>	<b>\$ 274,000.00</b>